

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Chief Planning Officer		
Contact person:	Caroline Harris Planning Assistant, Policy & Plans	Telephone number: (0113) 3788072	
Subject²:	Examination of the draft Headingley Neighbourhood Plan		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Chief Planning Officer has:</p> <ul style="list-style-type: none"> • Agreed the modifications to the draft Headingley Neighbourhood Plan as set out in the Regulation 18 Decision Statement. • Agreed that the draft Headingley Neighbourhood Plan proceeds to referendum, subject to the modifications set out in the Regulation 18 Decision Statement. <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The draft Headingley Neighbourhood Plan has been subject to independent examination. The independent examiner has found that the draft neighbourhood plan, subject the modifications set out in the examination report, meets the Basic Conditions and other relevant legal requirements and can therefore proceed to a referendum.</p> <p>The Council has considered the contents of the independent examiner's report and accepts all of the modifications recommended by the examiner. Once these modifications have been made, the neighbourhood plan can proceed to a referendum within the Headingley Neighbourhood Area.</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None – as the Council accepts that the draft Headingley Neighbourhood Plan, subject to modifications, meets the Basic Conditions and other relevant legal requirements and can therefore proceed to referendum.</p>
Affected wards:	Headingley and Hyde Park, Kirkstall, Weetwood, Chapel Allerton
Details of consultation undertaken⁴:	Executive Member Cllr Helen Hayden, Executive Member for Infrastructure and Climate 28/06/2022
	Ward Councillors Cllrs Al Garthwaite, Jonathan Pryor and Neil Walshaw
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>It is anticipated that the Headingley Neighbourhood Plan Referendum will take place in in either October 2022 or May 2023</p>
List of Forthcoming Key Decisions⁷	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	If published late relevant Executive member's approval Signature _____ Date _____

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

Call In	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:		
Approval of Decision	Authorised decision maker ¹⁰ David Feeney (Chief Planning Officer)		
	Signature	Date	
	<i>David Feeney</i>	7 July 2022	

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.